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Automated Land and Mineral Record System ALMRS

Volume 14

Sales Program

For:

U.S. Department of the Interior
Bureau of Land Management
ALMRS-GIS Project Office - DSC
Denver Federal Center
Denver, Colorado 80225

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CHAPTER 1

INTRODUCTION

This document describes the current system for processing the sales of lands pursuant to the following sections of the 43 CFR (Code of Federal Regulations):

1. 2710 - FLPMA, Section 203;
2. 2720 - Conveyance of Federally-Owned Mineral Interests;
3. 2740 - Recreation and Public Purposes Act; and
4. 2742 - R&PP Omitted Lands and Unsurveyed Islands.

Sales are made for the disposition of Federally-owned land and mineral interests and the disposition of public lands for recreation and public purposes. The overall objective is to provide for the orderly disposition at not less than fair market value of public lands identified for sale as part of the land use planning process.

2710 and 2720 cases are called 203 and 209 cases, respectively. 2710 and 2720 numbers are based on 43 CFR, while sections 203 and 209 refer to the Federal Land Policy and Management Act (FLPMA) of 1976. Within 203, there are three sales: competitive, modified competitive, and direct. There are two types of modified bidders: the designated bidders and the bidder with the right to match the high bid.

This document does not cover 2764 Reclamation Projects, 2765 Reclamation Townsites for School Purposes, and 2781 State Irrigation District.

This document is organized as follows: Chapter 1 - Introduction explaining the scope and structure of the document; Chapter 2 - Data Flow Diagrams (DFDs) illustrating the current method of processing for

the sales program; Chapter 3 - Process List providing an alphabetical list of processes defined, their level, and the page references for each process in the DFDs and the input/process/output narratives if the process is at a primitive level; Chapter 4 - Input/Process/Output Narratives (IPOs) describing each process primitive in detail including definitions of steps taken or decisions made; and Chapter 5 - Data Dictionary and Cross Reference List defining all data flows appearing on the DFDs.

2700 sales covered by this document include the following areas:

2710 FLPMA, Section 203. The objective of the 2710 sales is to provide for the orderly disposition at not less than fair market value of public lands identified for sale as part of the land use planning process. The sale of such tracts shall meet any or all of the following three disposal criteria: the tract was acquired for a specific purpose and the tract is no longer required for that or any other Federal purpose; disposal of the tract shall serve important public objectives, including the expansion of communities and economic development, which cannot be achieved prudently or feasibly on lands other than public lands and which outweigh other public objectives and values, including recreation and scenic values; or the tract, because of its location or other characteristics, is difficult and uneconomic to manage as part of the public lands and is not suitable for management by another Federal agency. Sales of public lands in these cases shall be conducted under competitive bidding, including competitive sale, modified competitive sale, or direct sale. In all cases the lands will be sold for at least fair market value.

2720 Conveyance of Federally-owned mineral interests. The objective of the 2720 sale is to allow consolidation of surface and subsurface or mineral ownership where there are no known mineral values or in those instances where the reservation interferes with or precludes appropriate non-mineral development and such development is a more beneficial use of the land than the mineral development.

2740 Recreation and Public Purposes Act. The objective of the 2740 sale is to transfer certain public lands to states or their political subdivisions, and to nonprofit corporations and associations, for recreational and public purposes. The authorized officer may require that public lands first be leased under 2912 of 43 CFR for a period of time prior to issuance of a patent.

2742 R&PP Omitted Lands and Unsurveyed Islands. The objective of the 2742 sale is to convey omitted lands and unsurveyed islands to States and their local political subdivisions. Survey is required for omitted lands, but not necessarily for unsurveyed islands.

CHAPTER 2

DATA FLOW DIAGRAMS

The current sales program is presented here as a series of data flow diagrams that show the sources and destinations of data, identify and name processes, identify and name data that connect sources and destinations of data, and describe data stores that are accessed. Each function may be broken down into a more detailed flow diagram. The hierarchical structure of each process is identified by decimalized identifiers.

When it is no longer useful to decompose a process, the process and its logic are described by input/process/output narratives. This process is said to be at a primitive level.

Standard representations on the DFDs are:

1. an ellipse is a process;

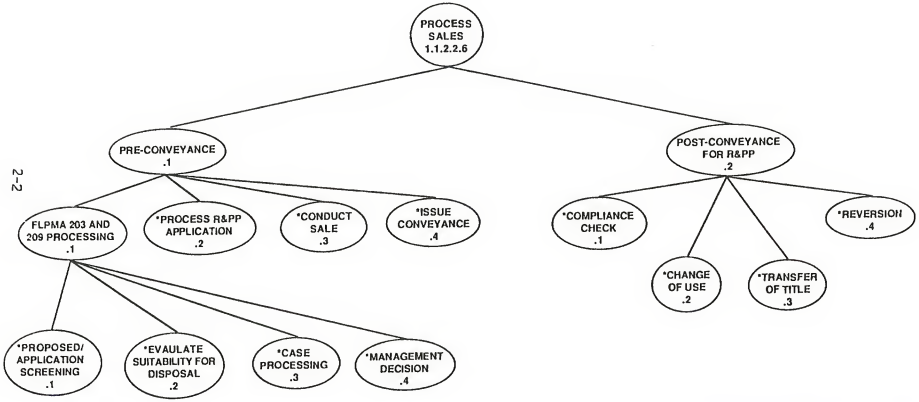
2. a rectangle is an external entity (generally outside of BLM control);

3. a set of brackets is an internal entity (generally thought of as an off-page connector or a pointer to a generic type of process);

4. a line is a data flow;

5. arrows at the ends of lines indicate the direction data is flowing.

SALES VISUAL TABLE OF CONTENTS



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IDENTIFIER: 1.1.2.2.6

DFD. 1 OF 4
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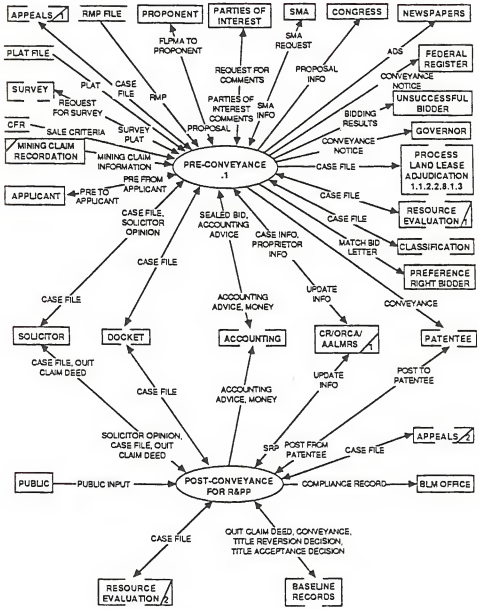
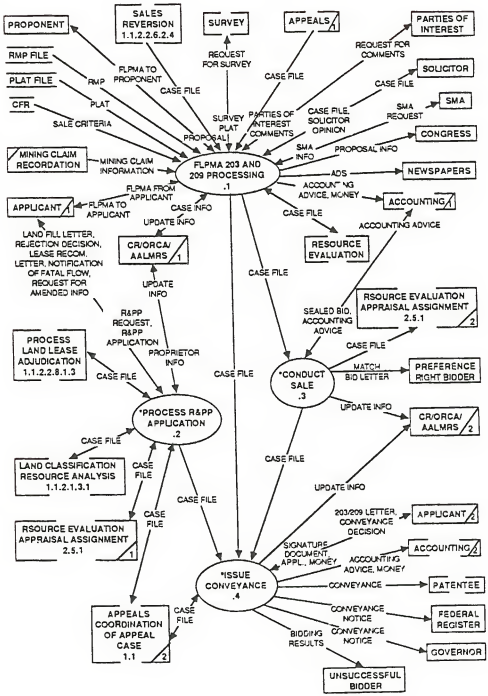
LEVEL: 5

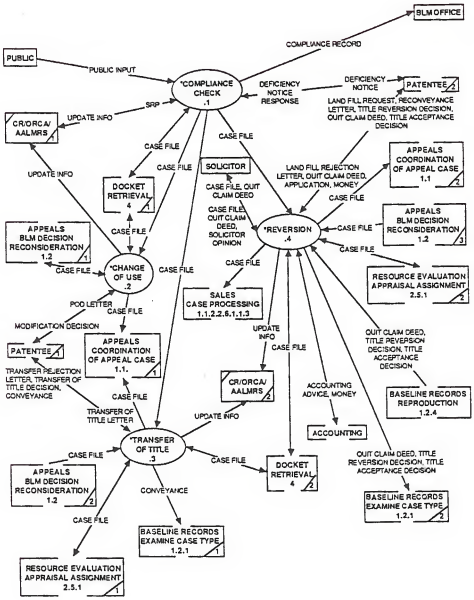




PRE CONVEYANCE (OFFER/SALE), 11/4/87 MH

CASE TYPE: SALES
DIAGRAM NAME: POST CONVEYANCE FOR R&PP
IDENTIFIER: 1.1.2.2.6.2

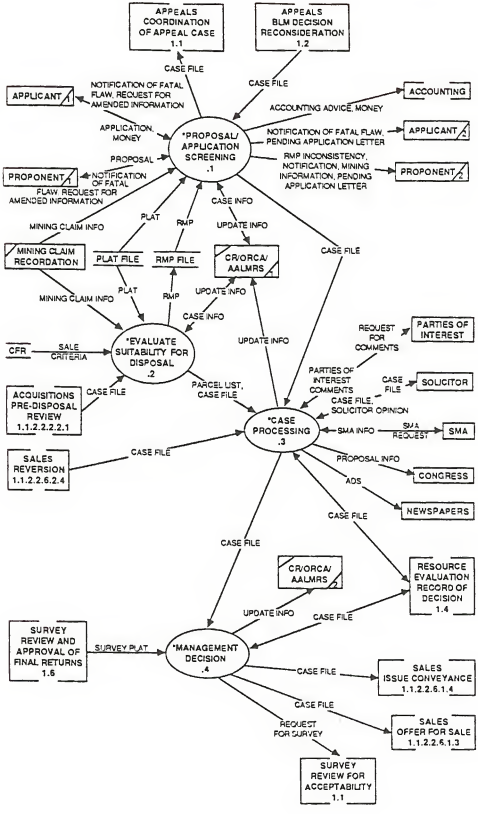
PAGE: 3 OF 4
DATE: 4/6/87
LEVEL: 6



POST CONVEYANCE PATENTEE RELEASE REQUEST & QUITCLAIM DEED

CASE TYPE: SALES
DIAGRAM NAME: FLPMA 203 & 209 PROCESSING
IDENTIFIER: 1.1.2.2.6.1.1

DFD: 4 OF 4
DATE: 4.6.87
LEVEL: 6



FLPMA 203 & 209 PROCESSING (DFD/ORCALE), 11/18/87 MB

CHAPTER 3

PROCESS LIST

The following table lists all processes defined on the Data Flow Diagrams appearing in Chapter 2. The Chapter 2 page reference is next to each process. If the process is at a primitive level, i.e. functionally decomposed to a level at which no benefits are derived from further decomposition, a reference to the Chapter 4 narrative for that process is also listed.

PROCESS LIST

Identifier	Process Name	Level	DFD	IPO
1.1.2.2.6.1.1.3	Case Processing	8	2-6	4-7
1.1.2.2.6.2.2	Change of Use	7	2-5	4-22
1.1.2.2.6.2.1	Compliance Check	7	2-5	4-20
1.1.2.2.6.1.3	Conduct Sale	7	2-4	4-16
1.1.2.2.6.1.1.2	Evaluate Suitability for Disposal	8	2-6	4-5
1.1.2.2.6.1.1	FLPMA 203 and 209 Processing	7	2-4	
1.1.2.2.6.1.4	Issue Conveyance	7	2-4	4-18
1.1.2.2.6.1.1.4	Management Decision	8	2-6	4-10
1.1.2.2.6.2	Post-Conveyance for R&PP	6	2-3	
1.1.2.2.6.1	Pre-Conveyance	6	2-3	
1.1.2.2.6.1.2	Process R&PP Application	7	2-4	4-12
1.1.2.2.6.1.1.1	Proposal/Application Screening	8	2-6	4-2
1.1.2.2.6.2.4	Reversion	7	2-5	4-25
1.1.2.2.6.2.3	Transfer of Title	7	2-5	4-23

CHAPTER 4

INPUT/PROCESS/OUTPUT NARRATIVES

The following narratives describe the detail processing done at the primitive level as defined by the Data Flow Diagrams. Included in each narrative is the following information:

1. the process name;
2. the identifier or process number;
3. the parent process name (the parent's identifier can be derived by omitting the last digit of the process identifier);
4. a general description of the process;
5. any applicable policies and procedures;
6. any constraints that may affect processing; and
7. the input/process/output narrative.

The process narratives appear in the order they are defined in the Data Flow Diagrams in Chapter 2.

Process Name: Proposal/Application Screening

Identifier: 1.1.2.2.6.1.1.1

Parent Process Name: FLPMA 203 and 209 Processing

Description: Determine if the request or proposal meets BLM requirements and has a good chance of being accepted. The review is usually conducted by a realty specialist. Also, serialize and build case file.

Policies/Procedures: This process only covers 203 direct and 209 cases.

Constraints: The request may contain proprietary information, and the information should be secured.

Input	Process	Output
Proposal Money Application	Receive a Proposal (203 direct sale) or Application (209) with money from a proponent or applicant.	
	Prepare Accounting Advice and send it and the money to Accounting.	Accounting Advice Money
	Date/time stamp the proposal/application.	
	Serialize the 209 application cases and the 203 if in accordance with State directives.	
Plat	Receive Plat from the Plat File.	
	Review the documents, plats, and items such as grazing leases, and check for fatal flaws (e.g., not a citizen, too young).	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Resource Management Plan	Receive and review the Resource Mangement Plan (RMP) from the RMP File. The RMP directs where sales will occur.	
	If inconsistent with the RMP, send an RMP Inconsistency Notification to the proponent indicating that the proposal is not possible or will require an amendment.	RMP Inconsistency Notification
Mining Claim Information	Receive and review Mining Claim Information from Mining Claim Recordation Microfiche file or other systems.	
	If a claim is found on the land under consideration, notify Proponent (203 direct) with Mining Information that the Proponent might want to reconsider the request.	Mining Information
	If fatal flaw is found in 209 application, send Reject Decision to Applicant.	Reject Application Decision
	If fatal flaw pertains only to part of the document, send Request for Amended Information to Applicant.	Request for Amended Information
	For a 209 case, unless the applicant is the claimant, notify Applicant with a Notification of Fatal Flaw that the BLM cannot sell them the mineral estate.	Notification of Fatal Flaw

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Case Information	Receive Case Information from Case Recordation/ORCA to identify pending applications.	
	Inform proponent or applicant if there is a pending application with a Pending Application Letter so that the individual can understand that there may be a further encumbrance on the sale.	Pending Application Letter
	If an appeal is filed, send Case File to Appeals.	Case File
Case File	Receive Case File from Appeals.	
	Assign serial number for 203 direct cases.	
	Build case file with all of the information collected.	
	Input Update Information into Case Recordation/ORCA.	Update Information
	Send Case File to Case Processing.	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Evaluate Suitability for Disposal

Identifier: 1.1.2.2.6.1.1.2

Parent Process Name: FLPMA 203 and 209 Processing

Description: Determine parcels for 203 competitive and modified based on Bureau motion sale. The RMP determines what parcels are identified for disposal.

Policies/Procedures: Process for 203 competitive and modified.

Constraints: Must meet one of the three criteria in 43 CFR 2710.0-3(a).

Input	Process	Output
Resource Management Plan	Receive the RMP from the RMP File to determine which areas are available for sales.	
Sale Criteria	Review Sales Criteria from the CFR to determine if the parcel meets CFR requirements.	
Plat	Receive Plat from the Plat File.	
	Review the documents and plats.	
Case Information	Receive Case Information from Case Recordation/ORCA to identify pending applications.	
Mining Claim Information	Receive and review Mining Claim Information from the Mining Claim Recordation Microfiche file to determine if there is mining information that might affect the parcel determination.	
	Technical specialist reviews the parcel determination area.	
	Serialize the Parcel List.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	Build Case File for each parcel.	
	Input Update Information into Case Recordation/ORCA.	Update Information
	Send Parcel List and Case File to Case Processing.	Parcel List Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Case Processing

Identifier: 1.1.2.2.6.1.1.3

Parent Process Name: FLPMA 203 and 209 Processing

Description: A preliminary determination to establish potential conflicts on the land. For example, there might be a survey problem, even if the land is high disposal priority. The BLM needs the survey because it cannot identify the land, but the survey may not be worth the cost, so the BLM might not sell the land, even if it is in the best interest of the BLM to do so. However, the applicant could absorb the survey cost.

Policies/Procedures:

Constraints:

Input	Process	Output
Case File Parcel List	Receive Case File from Proposal/Application Screening and/or Case File and Parcel List from Evaluate Suitability for Disposal.	
Case File	Receive Case File from Reversion to process the R&PP Land Fill case as a 203 Sale case.	
	If necessary, send SMA Request to SMA for comments or information.	SMA Request
SMA Information	Receive SMA Information from SMA.	
	Conduct review by technical specialists (including cultural, wildlife, geologist, etc.). The 209 review may be extensive since mineral rights are being studied. It might even mean drilling and exploring.	

Input	Process	Output
	Send, as necessary, Request for Comments to Parties of Interest (adjacent property owners, authorized users such as ROW, lessees, etc.).	Request for Comments
Parties of Interest Comments	Receive Parties of Interest Comments from Parties of Interest.	
	If a legal issue is identified, send Case File to the Solicitor with a request for solicitor opinion.	Case File
Case File Solicitor Opinion	Receive Case File and Solicitor Opinion from the Solicitor.	
	For a 203 sale, if the acreage is above a certain size, send Proposal Information to Congress and set up a Public Meeting.	Proposal Information
	Send Ads to local newspaper with date and time of meeting.	Ads
	Conduct public meeting.	
	Send copy of Case File to Resource Evaluation for EA/Land/Mineral Report and Appraisal Report.	Case File
Case File	Receive Case File from Resource Evaluation with EA/Land/Mineral Report and Appraisal Report (including appraisal value for sale).	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	For 203 direct cases, send copy of Case File to Resource Evaluation for the resulting NORA notification (sale price, legal notification, reasons for making the land available, request comments). For 209 cases, send copy of Case File to Resource Evaluation for the Federal Register Notice.	Case File
Case File	Receive Case File from Resource Evaluation (NORA) and incorporate comments, if any, into the decision process.	
	Analyze and review all the information received from the various sources to determine recommendations.	
	Input Update Information into Case Recordation/ORCA.	Update Information
	Send Case File, with recommendations, to Management Decision.	Case File

Process Name: Management Decision

Identifier: 1.1.2.2.6.1.1.4

Parent Process Name: FLPMA 203 and 209 Processing

Description: The authorized officer may combine the 203 and 209 cases together if the mineral value is unknown or of low value, since the government does not want these mineral rights. If the two cases were not brought together, the split could be a problem for the surface owner. Decisions are made by the Authorized Officer (AO).

Policies/Procedures: None.

Constraints: None.

Input	Process	Output
Case File	Receive Case File from Case Processing. Review Case File and recommendations. For 203 competitive/modified cases, the AO determines: 1. if the sale should also include mineral rights and thus be a combined 203/209 sale; 2. if a modified sale, determine the designated bidders or the designated high bidder (or preference right bidder). For 203 direct cases, the AO determines if the sale should also include mineral rights and thus be a combined 203/209 sale. For 209 cases, the AO determines if suitable or unsuitable for disposal.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	Input Update Information into Case Recordation/ORCA.	Update Information
	If a survey is necessary, especially for a 203 direct sale, send a Request for Survey to Survey.	Request for Survey
Survey Plat	Receive Survey Plat from Survey.	
	For 203 direct and 209 cases, send Case File to Issue Conveyance.	Case File
	For 203 competitive/modified cases, send Case File to Conduct Sale.	Case File

Process Name: Process R&PP Application

Identifier: 1.1.2.2.6.1.2

Parent Process Name: Pre-Conveyance

Description: Process for handling the R&PP sales. Almost always, a R&PP sale begins as a 2900 R&PP lease. Thus, much of the processing has been accomplished or will be accomplished in the 2900 area. An exception to this might be a State park that is already developed and the State wishes to add more land. Because of liability problems (the R&PP sale can be reverted back to the government and the BLM has certain responsibility for the parcel), the government does not want to use 2700 sales for land fill sales. Thus, the BLM automatically rejects these applications and suggests that the R&PP agency use the 203 direct sale or exchange route. In addition, the BLM is checking completed land fill sales and suggesting to the R&PP agency that it use the other route.

Policies/Procedures: 2900 R&PP leasing applies in almost all cases.

Constraints:

Input	Process	Output
R&PP Request	Receive R&PP Request from a prospective R&PP Applicant requesting a pre-application consultation with the BLM. Discuss the R&PP proposal. Provide information concerning the proposal and conditions as well as management responsibilities. If the request is for an R&PP Land Fill, inform the applicant that the 203 sales or exchange route must be used.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
R&PP Application	Receive a R&PP Application from an Applicant. The Application contains a Plan of Development (POD) unless one already exists and is in the Case File.	
Case File	Receive Case File from Docket if one exists from 2900 leasing.	
	If none exists, assign serial number and build Case File.	
	If the request is for a land fill, the application is automatically rejected. Send a Land Fill Letter to the Applicant suggesting the 203 direct or exchange route and that the application should be withdrawn.	Land Fill Letter
	Check for fatal flaws such as signature or legal description. If necessary, send Notification of Fatal Flaw or Request for Amended Information to the Applicant.	Notification of Fatal Flaw Request for Amended Information
	If the application is not withdrawn, issue a Rejection Decision to the Applicant.	Rejection Decision
	If the R&PP sale had not been an R&PP lease, and there is not a valid reason for it to go direct to sale, send a Lease Recommendation Letter to the Applicant rejecting the sale and offering a lease route.	Lease Recommendation Letter

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	Input Update Information into Case Recordation/ORCA.	Update Information
	Examine the POD, comparing it with previous lease and checking qualifications of the applicant.	
Proprietor Information	Receive Proprietor Information from Case Recordation/ORCA to determine if the applicant has other leases or patents for that year.	
	If lease already exists, the initial clasification (including NORA) will determine if it should go to sale or stay a lease.	
	However, there could be a reclassification if the applicant wants to change the classification from lease to sale. In this case, send the Case File to Classification.	Case File
Case File	Receive the Case File from Classification. The AO will give the final approval or disapproval.	
	If there is no lease, a major technical review is necessary. Send the Case File to 2900 Adjudication.	Case File
Case File	Receive the 2900 Case File with the EA/Land/Mineral Report and Appraisal Report from Resource Evaluation.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If an appraisal is needed, send Case File to Resource Evaluation for an updated fair market value.	Case File
Case File	Receive Case File from Resource Evaluation with the appraisal.	
	The AO makes the decision based on the recommendations.	
	If an appeal is filed, send Case File to Appeals.	Case File
Case File	Receive Case File from Appeals.	
	Input Update Information into Case Recordation/ORCA.	Update Information
	Send Case File to Issue Conveyance.	Case File

Process Name: Conduct Sale

Identifier: 1.1.2.2.6.1.3

Parent Process Name: Pre-Conveyance

Description: Conduct Sale is used for 203 competitive/modified sales. Although bidding may be oral or sealed, rarely is the oral bidding process used. The Preference Right bidder is the bidder with the right to match the high bid. This is the land owner whom the BLM believes should have first right to buy the BLM land that is being considered for sale.

Policies/Procedures: None.

Constraints: None.

Input	Process	Output
Case File	Receive Case File from Management Decision.	
	Send copy of Case File to Resource Evaluation to publicize the minimum bid with the published NORA and in a newspaper.	Case File
	Prepare bidding room. Bidding may be oral or sealed.	
Sealed Bid	Receive Sealed Bid from Accounting. Accounting had received the Sealed Bid and money from the bidders.	
	Conduct bid and figure results.	
	Prepare Accounting Advice and send to Accounting for return of low bid money.	Accounting Advice

Input	Process	Output
	If there are matching high bids, conduct a supplemental drawing to determine the high bidder. If there is no bid, review the NORA to determine what future actions will be taken (i.e., it dies, or supplemental future offering, or future monthly offering). If it is a modified competitive case with a preference right bidder, give this bidder an opportunity to match the high bid. If the individual does so, then the preference right bidder becomes the high bidder. Send Match Bid Letter to the Preference Right Bidder.	Match Bid Letter
Accounting Advice	Receive Accounting Advice from Accounting with the matching high bid.	
	Input Update Information into Case Recordation/ORCA.	Update Information
	Send Case File to Issue Conveyance.	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Issue Conveyance

Identifier: 1.1.2.2.6.1.4

Parent Process Name: Pre-Conveyance

Description: The completion of the sale for 203, 209, and R&PP cases.

Policies/Procedures:

Constraints:

Input	Process	Output
Case File	Receive Case File from Conduct Sale, Process R&PP Application, or Management Decision.	
	If a combined 203/209 case, send out 203/209 Letter to the Applicant requesting a 209 application.	203/209 Letter
Application Money	Receive 209 Application and Money from the Applicant.	
	Prepare Accounting Advice and send it and the money to Accounting.	Accounting Advice Money
	Determine any reimbursement and other costs owed by the applicant. Mail Conveyance Decision to the Applicant requesting, as necessary, money and signature(s).	Conveyance Decision
	If it is necessary to reject the sale, send a Conveyance Decision indicating a rejection to the Applicant.	Conveyance Decision

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Signature Document Money	Receive Signature Document and Money from the Applicant.	
	Prepare Accounting Advice and send it and the money to Accounting.	Accounting Advice Money
	Notify Unsuccessful Bidders of the sale results with Bidding Results.	Bidding Results
	Send Conveyance to Patentee.	Conveyance
	As necessary, send Conveyance Notice to Federal Register and Governor.	Conveyance Notice
	If an appeal is filed, send Case File to Appeals.	Case File
Case File	Receive Case File from Appeals.	
	Input Update Information into Case Recordation/ORCA.	Update Information
	Send copy of Conveyance to Records.	Conveyance
	Send Case File to Docket.	Case File

Process Name: Compliance Check

Identifier: 1.1.2.2.6.2.1

Parent Process Name: Post Conveyance for R&PP

Description: Check to see if in compliance with the patent terms and conditions (which reference the POD). For example, if the owner transfers title or attempts to transfer title to part of or all of the conveyance area, the entire patent reverts back to the government. The BLM will attempt to avoid reversion by working with the owner, such as modifying the POD or getting another R&PP user to take title (i.e., a county taking over from a city). The Deficiency Notice includes an Interlocutory Decision.

Policies/Procedures: None.

Constraints: None.

Input	Process	Output
Serial Register Page	Receive Serial Register Page (SRP) from Case Recordation/ ORCA with a compliance check date (suspense date).	
Public Input	Receive Public Input from the Public with a complaint or comment (i.e., a shooting range now near a developed area).	
Case File	Receive Case File from Docket.	
	Conduct a field check of the R&PP site and document the check with a Compliance Record. Send Compliance Record to next higher BLM Office.	Compliance Record
	If in compliance, input Update Information into Case Recordation/ORCA with the next inspection date.	Update Information

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If not in compliance, request corrective action from the Patentee with a Deficiency Notice (a notice to show cause).	Deficiency Notice
Deficiency Notice Response	Receive Deficiency Notice Response from the Patentee indicating action.	
	If there still is a problem or a major problem such as transfer of title, conduct negotiations and discussions with the patentee.	
	If necessary, conduct another inspection.	
	Input Update Information into Case Recordation/ORCA.	Update Information
	If issue is not resolved, may lead to reversion of title. Send Case File to Reversion.	Case File
	If it would be best for another agency to take over the patent, send Case File to Transfer of Title.	Case File
	If it would be best for a modification to the POD, send Case File to Change of Use.	Case File
	Send Case File to Docket.	Case File

Process Name: Change of Use

Identifier: 1.1.2.2.6.2.2

Parent Process Name: Post-Conveyance for R&PP

Description: Modification to the Plan of Development (POD). The Change of Use may come from the BLM or the Patentee.

Policies/Procedures: None.

Constraints: None.

Input	Process	Output
Case File	Receive Case File from Compliance Check for recommended changes to the POD.	
POD Letter	Receive POD Letter, with the modified plan, from the Patentee.	
Case File	Receive Case File from Docket.	
	The technical specialists review the modification and prepare a recommendation (Modification Decision) for the authorized officer.	
	Send Modification Decision to the Patentee.	Modification Decision
	If an appeal is filed, send Case File to Appeals.	Case File
Case File	Receive Case File from Appeals.	
	Input Update Information into Case Recordation/ORCA.	Update Information
	Send Case File to Docket.	Case File

Process Name: Transfer of Title

Identifier: 1.1.2.2.6.2.3

Parent Process Name: Post-Conveyance for R&PP

Description: Transfer the title to another patentee, such as county taking over a city park.

Policies/Procedures: None.

Constraints: None.

Input	Process	Output
Case File	Receive Case File from Compliance Check for those patents that require transfer.	
Transfer of Title Letter	Receive a Transfer of Title Letter (including application from proposed transferee) from Patentee.	
Case File	Receive a Case File from Docket.	
	Review proposed transfer and determine if it meets legal requirements. Prepare recommendation (Transfer Rejection Letter or Transfer of Title Decision) for the authorized officer.	
	If transfer is not approved, send Transfer Rejection Letter to the Patentee.	Transfer Rejection Letter
	If an appeal is filed, send Case File to Appeals.	Case File
Case File	Receive Case File from Appeals.	
	If a re-appraisal is necessary, send Case File to Resource Evaluation.	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Case File	Receive Case File from Resource Evaluation.	
	If the request is approved, send Transfer of Title Decision to new Patentee.	Transfer of Title Decision
	Input Update Information into Case Recordation/ORCA.	Update Information
	Send copy of Conveyance to Records.	Conveyance
	Send Case File to Docket.	Case File

Process Name: Reversion

Identifier: 1.1.2.2.6.2.4

Parent Process Name: Post-Conveyance for R&PP

Description: Government takes over by way of a Quit Claim Deed, a conveyance document divesting all interest in the property to the U.S. The BLM is just beginning a new policy to encourage R&PP sales for land fills to become a 203 sale. When this starts, the BLM will ask for the patent back and will issue a 203 patent. If the owner does not go along with this, the BLM probably has its hands tied. When it begins, this action will take place in this Reversion process.

Policies/Procedures:

Constraints:

Input	Process	Output
Case File	Receive Case File from Compliance Check indicating that a patentee is not in compliance.	
Case File	Receive Case File from Docket of those R&PP sales that are land fill cases.	
Case File	Send Case File to Resource Evaluation to determine land values and appropriate notifications.	
	Receive Case File from Resource Evaluation.	Case File
	Send Land Fill Request to the Patentee requesting the Quit Claim Deed, a 203 application, and fair market purchase price money (if applicable).	Land Fill Request

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Quit Claim Deed Application Money	Receive a Quit Claim Deed, Application, and Money from the Patentee.	
	Prepare Accounting Advice and send it and the money to Accounting.	Accounting Advice Money
	Send Land Fill Case File to Case Processing to handle the 203 sale.	Case File
Land Fill Rejection Letter	Receive Land Fill Rejection Letter from the Patentee indicating that the Patentee does not want to make the transfer. No further action is taken.	
	Send Reconveyance Letter and Quit Claim Deed to Patentee requesting voluntary reconveyance.	Reconveyance Letter Quit Claim Deed
Reconveyance Letter Quit Claim Deed	Receive a Reconveyance Letter and Quit Claim Deed from a Patentee.	
Case File	Receive Case File from Docket for the reconveyance cases.	
	If necessary, conduct a technical review, especially if the Reconveyance is a partial reconveyance.	
	As necessary, send the Case File and the Quit Claim Deed to the Solicitor for a review.	Case File Quit Claim Deed

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Case File Quit Claim Deed Solicitor Opinion	Receive Case File, Quit Claim Deed, and Solicitor Opinion from the Solicitor.	
	If the solicitor does not recommend a reversion, work with the patentee to resolve the difficulty.	
	For a reversion based on noncompliance, prepare and send to the Patentee a Title Reversion Decision.	Title Reversion Decision
	If a reconveyance case, send a Title Acceptance Decision to the Patentee.	Title Acceptance Decision
	If an appeal is filed concerning any BLM decision, send Case File to Appeals.	Case File
Case File	Receive Case File from Appeals.	
	Input Update Information into Case Recordation/ORCA.	Update Information
	Send copy of Quit Claim Deed, Title Reversion Decision or a Title Acceptance Decision to Records.	Quit Claim Deed Title Reversion Decision Title Acceptance Decision
	Send Case File to Docket.	Case File

CHAPTER 5

DATA DICTIONARY AND CROSS REFERENCE LIST

The data dictionary lists all data flows defined on the DFDs in alphabetic order by name. The information included for each entry in the dictionary includes:

1. data name;
2. mnemonic or abbreviation, as necessary;
3. description of uses and characteristics;
4. data type (i.e. set, record, data aggregate, element);
5. security considerations for both retrieval and update; and
6. definition (used primarily for composite data).

The cross reference list at the end of the chapter lists those data dictionary entries that have mnemonics or abbreviations with their actual name. This list may be used to quickly find a data flow in the dictionary when it is referenced on the DFD only by its mnemonic.

Data Name	203/209 Letter
Abbreviation	
Description	Letter used by the BLM to request that an applicant go the 203/209 route for a parcel sale.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant name/address + serial number + legal description + 203/209 request

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Accounting Advice
Abbreviation	
Description	BLM form used to account, distribute, and refund monies or information.
Data Type	Record
Ability to View	All
Ability to Update	Accounting, BLM officials
Definition	Applicant/bidder name/address + serial number + amount of monies received + date + description

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Ads
Abbreviation	
Description	Ads to newspaper indicating that a 203 sale is above the acres requirement for a public meeting.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant name/address + serial number + legal description + type of sale + date + acres + legal requirements for public meeting + time and date of meeting + remarks

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Application
Abbreviation	
Description	Used by an applicant to process a sale.
Data Type	Record
Ability to View	All
Ability to Update	Applicant
Definition	Applicant name/address + legal description of land + specific request + justification

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Bidding Results
Abbreviation	
Description	Results of competitive sale sent to unsuccessful bidder.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Serial number + legal description + amount submitted + results

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Case File
Abbreviation	
Description	A Case File contains all the information pertaining to one particular sale.
Data Type	Set
Ability to View	Controlled by Docket
Ability to Update	BLM
Definition	Application + proposal + accounting advice + status plats + SMA report + patent + SRP + photos + supporting documentation (including EA/Land/Mineral and Appraisal Reports, classification, solicitor comments)

Data Name	Case Information
Abbreviation	
Description	Title records information receives from Case Recordation/ORCA.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Legal description + title history + existing classifications + existing authorizations + pending applications

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Compliance Record
Abbreviation	
Description	Form to document a field inspection of a R&PP parcel.
Data Type	Record
Ability to View	All
Ability to Update	Technical Specialist
Definition	Patentee name/address + serial number + legal description + date of inspection + inspection results

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Conveyance
Abbreviation	
Description	U.S. turns over land or mineral rights to a patentee.
Data Type	Record
Ability to View	All
Ability to Update	Authorized Officer
Definition	Patentee name/address + serial number + legal description + legal requirements + date of patent + stipulations + reservations

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Conveyance Decision
Abbreviation	
Description	Letter from the BLM to an applicant containing the sale decision and, if applicable, request for money and signature(s).
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant name/address + serial number + legal description + cost reimbursement + type of sale + decision + request for signature(s)

Data Name	Conveyance Notice
Abbreviation	
Description	Notice of Government intent to turn over land or mineral rights to an applicant.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant name/address + serial number + legal description + date of conveyance + type of sale + comments

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Deficiency Notice
Abbreviation	
Description	Letter from BLM to patentee indicating that there is a problem with the land, corrective action, and date that corrective action must be completed.
Data Type	Record
Ability to View	All
Ability to Update	Authorized Officer
Definition	Patentee name/address + serial number + legal description + date of inspection + problem + corrective action + date due

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Deficiency Notice Response
Abbreviation	
Description	Letter from patentee to BLM with response to problem discovered in the R&PP inspection.
Data Type	Record
Ability to View	All
Ability to Update	Patentee
Definition	Patentee name/address + serial number + legal description + date of inspection + problem + corrective action + date of corrective action + remarks

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	FLPMA from Applicant
Abbreviation	
Description	DFD interface from Applicant to FLPMA processing.
Data Type	Aggregate
Ability to View	All
Ability to Update	N/A
Definition	Application + Money

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	FLPMA to Applicant
Abbreviation	
Description	DFD interface from FLPMA processing to Applicant.
Data Type	Aggregate
Ability to View	All
Ability to Update	N/A
Definition	Notification of Fatal Flaw + Request for Amended Information + Pending Application Letter

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	FLPMA to Proponent
Abbreviation	
Description	DFD interface from FLPMA processing to Proponent.
Data Type	Aggregate
Ability to View	All
Ability to Update	N/A
Definition	Notification of Fatal Flaw + Request for Amended Information + RMP Inconsistency Notification + Mining Information + Pending Application Letter

Data Name	Land Fill Letter
Abbreviation	
Description	Letter used by the BLM to suggest that the R&PP applicant use the 203 direct or exchange route.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant name/address + serial number + legal description + type of sale + land fill remarks

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Land Fill Rejection Letter
Abbreviation	
Description	Letter from a R&PP patentee rejecting the BLM request for the 203 route for a land fill patent.
Data Type	Record
Ability to View	All
Ability to Update	Patentee
Definition	Patentee name/address + serial number + legal description + reference to BLM letter + rejection of BLM request

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Land Fill Request
Abbreviation	
Description	Letter used to request that a R&PP land fill patentee go the 203 route.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Patentee name/address + serial number + legal description + type of sale + 203 application information and request

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Lease Recommendation Letter
Abbreviation	
Description	Letter used by the BLM to recommend that a R&PP applicant go the lease route before beginning the sales process.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant name/address + serial number + legal description + type of sale + lease suggestion + remarks

Data Name	Match Bid Letter
Abbreviation	
Description	Letter by the BLM to a preference right bidder permitting the bidder to match the high bid to acquire a parcel of land.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Preference right bidder name/address + high bidder name/address + serial number + legal description + acres + high bid + remarks

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Mining Claim Information
Abbreviation	
Description	Microfiche records about mining claims from Mining Claim Recordation.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Claim name + claimant name + legal description + serial number + location + dates + type of claim + narrative

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Mining Claim Information Letter
Abbreviation	
Description	Letter from BLM to a proponent relaying Mining Claim Information from Mining Claim Recordation. The letter indicates the options for the proponent.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Proponent name/address + serial number + legal description + mine claim information + narrative

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Modification Decision
Abbreviation	
Description	Letter used by the BLM to notify patentee with the decision concerning the modification request.
Data Type	Record
Ability to View	All
Ability to Update	Authorized Officer
Definition	Patentee name/address + serial number + legal description + date of modification request + nature of the modification + modification decision

Data Name	Money
Abbreviation	
Description	Money can be in many different forms, such as check or cash.
Data Type	Element
Ability to View	Adjudication, Accounting
Ability to Update	Applicant, Bidder
Definition	U.S. currency or equivalent

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Notification of Fatal Flaw
Abbreviation	
Description	Letter used by the BLM to notify a proponent that there is a problem with the proposal.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Proponent name/address + serial number + legal description + problem area

Data Name	POD Letter
Abbreviation	
Description	Letter from the patentee with a modified plan for the R&PP land.
Data Type	Record
Ability to View	All
Ability to Update	Patentee
Definition	Patentee name/address + serial number + legal description + date of patent + plan modification

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Parcel List
Abbreviation	
Description	Listing of lands available for sale.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Parcel name + serial number + legal description + classification + date + remarks

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Parties of Interest Comments
Abbreviation	
Description	Parties of Interest give comments to the BLM concerning a prospective sale.
Data Type	Record
Ability to View	All
Ability to Update	Parties of Interest
Definition	Applicant name/address + serial number + legal description + type of sale + comments

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Pending Application Letter
Abbreviation	
Description	Letter from BLM to an applicant or proponent indicating that there is a pending application for the land they are considering.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant/proponent name/address + serial number + legal description + case information + narrative

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Plat
Abbreviation	
Description	Plat shows land and mineral status information.
Data Type	Record
Ability to View	All
Ability to Update	Records
Definition	Mineral and surface ownership patents and leases + withdrawals + rights-of-way + additional information

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Post from Patentee
Abbreviation	
Description	DFD interface from Patentee to Post-Conveyance processing.
Data Type	Aggregate
Ability to View	All
Ability to Update	N/A
Definition	POD Letter + Transfer of Title Letter + Deficiency Notice Response + Land Fill Rejection Letter + Quit Claim Deed + Application + Money

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Post to Patentee
Abbreviation	
Description	DFD interface from Post-Conveyance processing to Patentee.
Data Type	Aggregate
Ability to View	All
Ability to Update	N/A
Definition	Transfer Rejection Letter + Transfer of Title Decision + Modification Decision + Land Fill Request + Title Reversion Decision + Deficiency Notice + Title Acceptance Decision + Reconveyance Letter + Quit Claim Deed

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Pre from Applicant
Abbreviation	
Description	DFD interface from Applicant to Pre-Conveyance processing.
Data Type	Aggregate
Ability to View	All
Ability to Update	N/A
Definition	FLPMA from Applicant + R&PP Application + Signature Document + Application + Money + R&PP Request

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Pre to Applicant
Abbreviation	
Description	DFD interface from Pre-Conveyance processing to Applicant.
Data Type	Aggregate
Ability to View	All
Ability to Update	N/A
Definition	FLPMA to Applicant + Land Fill Letter + Rejection Decision + Lease Recommendation Letter + Notification of Fatal Flaw + Request for Amended Information + 203/209 Letter + Conveyance Decision

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Prop to Proponent
Abbreviation	
Description	DFD interface from Proposal/Application Screening processing to Proponent.
Data Type	Aggregate
Ability to View	All
Ability to Update	N/A
Definition	Notification of Fatal Flaw + Request for Amended Information + RMP Inconsistency Notification + Mining Information + Pending Application Letter

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Proposal
Abbreviation	
Description	Submitted by a proponent for a 203 direct sale.
Data Type	Record
Ability to View	All
Ability to Update	Proponent
Definition	Proponent name/address + legal description + specific request + justification

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Proposal Information
Abbreviation	
Description	Letter to Congress with a 203 sale is above the specified acreage.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant name/address + serial number + legal description + acres + type of sale + remarks

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Proprietor Information
Abbreviation	
Description	Information from Case Recordation/ORCA concerning sales and leases by name.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Name identification + name + address + number of leases + lease acreage + number of sales + sale acreage + year

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Public Input
Abbreviation	
Description	Comments from the public to the BLM concerning a R&PP sale parcel.
Data Type	Record
Ability to View	All
Ability to Update	Public
Definition	Patentee name/address + serial number + legal description + comment

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Quit Claim Deed
Abbreviation	
Description	Document used by a Patentee to turn over the R&PP land to the BLM.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Patentee name/address + serial number + legal description + date of patent + transfer information

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	RMP Inconsistency Notification
Abbreviation	
Description	Letter used by the BLM to inform a proponent that their proposal is inconsistent with the RMP.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Proponent name/address + serial number + legal description + RMP information + narrative

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	R&PP Application
Abbreviation	
Description	Application used for a R&PP sale. It should reference the previous R&PP lease, if there was one.
Data Type	Record
Ability to View	All
Ability to Update	Applicant
Definition	Applicant name/address + serial number + legal description + lease date + acres + plan of development + remarks

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	R&PP Request
Abbreviation	
Description	A pre-application proposal for a consultation sossion with the BLM to discuss the R&PP sale before an application is filed.
Data Type	Record
Ability to View	All
Ability to Update	Applicant
Definition	Applicant name/address + date + legal description + acres + proposal + comments

Data Name	Reconveyance Letter
Abbreviation	
Description	Letter from BLM to Patentee requesting voluntary reconveyance.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Patentee name/address + serial number + legal description + reconveyance intentions + justification + date

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Reject Application Decision
Abbreviation	
Description	Letter used by the BLM to notify an applicant that there is a problem with the application.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant name/address + serial number + legal description + problem area

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Rejection Decision
Abbreviation	
Description	Letter from the BLM to R&PP applicant rejecting an application because it is for a land fill.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant name/address + serial number + legal description + type of sale + rejection decision + remarks

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request for Amended Information
Abbreviation	
Description	Letter used by the BLM to request information from an applicant or proponent to correct a problem.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant/proponent name/address + serial number + legal description + information request

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request for Comments
Abbreviation	
Description	Letter used by the BLM to request comments from interested parties concerning a prospective sale.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant name/address + serial number + legal description + type of sale + potential conflicts + request for comments

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Request for Survey
Abbreviation	
Description	Letter used to request a survey in order to process a Sale Case.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Case number + land description + date + comments

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Resource Management Plan
Abbreviation	RMP
Description	RMP determines land utilization. Used to be called Land Use Plan.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	name + date + legal description + agency + narrative

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	SMA Information
Abbreviation	
Description	SMA letter to the BLM with the requested sales information.
Data Type	Record
Ability to View	All
Ability to Update	SMA
Definition	Applicant name/address + serial number + legal description + type of sale + requested information

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	SMA Request
Abbreviation	
Description	Letter used to obtain information concerning a sale from a SMA.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant name/address + serial number + legal description + type of sale + request for information

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Sale Criteria
Abbreviation	
Description	CFR information from 2700 to determine sales requirements.
Data Type	Record
Ability to View	All
Ability to Update	CFR
Definition	CFR 2700 information

Data Name	Sealed Bid
Abbreviation	
Description	Money and related information sent to the BLM by a bidder for a competitive sale.
Data Type	Record
Ability to View	BLM
Ability to Update	Bidder
Definition	Bidder name/address + serial number + legal description + date of sale + remittance (monies) + bid

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Serial Register Page
Abbreviation	SRP
Description	Contains case/sale information from Case Recordation/ORCA.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant/proponent/patentee name/address + serial number + legal description + case type + type of sale + date of sale + action codes + BLM office + county + state + mineral interests owned by U.S. + inspection date

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Signature Document
Abbreviation	
Description	Letter from applicant to BLM with the requested information.
Data Type	Record
Ability to View	All
Ability to Update	Applicant
Definition	Applicant name/address + serial number + legal description + requested signature(s)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Solicitor Opinion
Abbreviation	
Description	Solicitor comments concerning a sale or reconveyance.
Data Type	Record
Ability to View	All
Ability to Update	Solicitor
Definition	Applicant name/address + serial number + legal description + type of sale + solicitor comments

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Survey Plat
Abbreviation	
Description	Plat used for sale case.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Legal description + mineral and surface ownership patents + withdrawals + rights-of-way + date

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Title Acceptance Decision
Abbreviation	
Description	Letter from the BLM to a patentee accepting title to land.
Data Type	Record
Ability to View	All
Ability to Update	Authorized Officer
Definition	Patentee name/address + serial number + legal description + acceptance decision + date of reversion

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Title Reversion Decision
Abbreviation	
Description	Letter from the BLM to a patentee who has been in noncompliance and thus the land is being taken back by the BLM.
Data Type	Record
Ability to View	All
Ability to Update	Authorized Officer
Definition	Patentee name/address + serial number + legal description + noncompliance history + date of reversion + appeal process

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Transfer Rejection Letter
Abbreviation	
Description	Letter used by the BLM to reject a R&PP transfer.
Data Type	Record
Ability to View	All
Ability to Update	Authorized Officer
Definition	Patentee name/address + serial number + legal description + new patentee name/address + date of rejection + reason for rejection

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Update Information
Abbreviation	
Description	Information to Case Recordation/ORCA.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	Applicant/proponent/patentee name/address + serial number + legal description + acres + county + sales type + remarks

DATA DICTIONARY AND CROSS REFERENCE LIST

Abbreviation	RMP
Data Name	Resource Management Plan
Abbreviation	SRP
Data Name	Serial Register Page